COLFA Guidelines Regarding Tenure and Promotion for Scholarly & Creative Activities

Level 1
- Books published, including textbooks as well as original research in the form of scholarly and creative works

Level 2
- Articles published or in press with discipline-appropriate scholarly journals (print or electronic) through a peer reviewed process
- Articles published in discipline-appropriate scholarly journals (print or electronic) through an editorial process (previously referred to as “invited articles”)
- Participation in artist-in-residence programs
- Chapters in edited books, including textbooks as well as scholarly and creative works
- Serving as Book Editor or Co-Editor of books and manuscripts for publication related to the academic field OR Author of supplementary-type book related to the academic field
- Creating online content for a new textbook and/or supplemental materials for a book publisher

Level 3
- Papers presented at discipline-appropriate scholarly conferences, accepted through a peer-review process
- Full-length solo or collaborative films, compositions, transcriptions, scripts, exhibitions, public readings, or other major creative works documented by multiple peer reviews, a majority of which are positive
- Technical reports
- Research funded /grants/contracts
- Book reviews in discipline-appropriate scholarly journals (print or electronic)
- Publications related to the discipline in publications for a non-academic audience
- Reference-book entries
- Documentation of significant, distinctive, and developing achievement in creative work
- Recognition of creative excellence-in the form of creativity awards and/or other special recognition of creativity
- Artifacts of scholarship or creativity relevant to a certain field, as senior faculty in the academic department deem appropriate
- Productions of scholarship (presentations, articles, and journals) under the umbrella of “Scholarship of Teaching and Learning” sorts of project which may or may not be discipline specific

<table>
<thead>
<tr>
<th>COLFA (Departments of Communication Studies, Criminal Justice, Social Sciences, English and Languages, Social Work Program, and specific Fine Arts disciplines)</th>
<th>Assistant to Associate (since last promotion)</th>
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Updated: November 10, 2014
COLFA Guidelines Regarding Post Tenure Review

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Post-tenure
(\textit{since last post tenure review as prescribed in the Faculty Handbook})

1 from level 1, or 5 from Level 2 and/or level 3
(since last promotion)

Updated: November 10, 2014
**COLFA Guidelines Regarding Tenure and Promotion for Scholarly & Creative Activities**

Within the Department of Fine Arts some faculty do only creative activity; others do mainly scholarly research. Many faculty do some of both. Those faculty who do traditional research will follow the same guidelines described in page 1.

**Creative Activity**

There are important ways that the candidate, department head, and peer faculty should support a candidate’s creative effectiveness; these include, but are not limited to, the following:

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**Level 1**

- Major solo juried art exhibition, film, collaborative or solo recording, composition, digital media, scripts, or theater project in distribution, production or commissioned, or supported by program credits and/or under industry distribution or production
- Public solo, collaborative, group, and/or ensemble/cast/live performances, conducting, exhibitions, readings, compositions, arrangements, transcriptions, scripts, films, digital media, literature, documented by live recordings, peer-review, or published professional notices or critical reviews

**Level 2**

- Regional, national and/or international juried exhibitions, film screenings, festivals, performances, discipline-specific presentations/clinic sessions that are peer reviewed or acceptances
- In appropriate creative discipline, acceptance in private or public collections, or participation in artist-in-residence programs
- Performances not part of the applicant’s normal job responsibilities: public solo, collaborative, group, and/or ensemble/cast performances, conducting, exhibitions, readings, compositions, arrangements, transcriptions, scripts, literature, documented by multiple peer reviews, a majority of which are positive
- Solo, collaborative, group, and/or ensemble/cast performances, lecture-recitals, conducting, exhibitions, readings, compositions, arrangements, transcriptions, scripts, films, digital media, literature, at discipline-appropriate conferences accepted through a peer-review process
- Documentation of significant, distinctive, and developing achievement in creative work.
- Creativity awards and/or other special recognition

**Level 3**

- Papers presented at discipline-appropriate scholarly conferences accepted through a peer review process
- Creative activities relevant to a certain field, as deemed appropriate by the department head and senior faculty in the academic department.
- Creative activity funded /grants
- Book/Art/Theater/Music reviews in discipline-appropriate scholarly journals (print or electronic)
- Publications related to the appropriate discipline in publications for a non-academic audience

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